

**Tyngsborough Sewer Commission**  
**Meeting Minutes**  
**March 27, 2014 6:00 pm**  
**Location: Tyngsborough Town Hall, Inspectional Dept.**

**Commissioners Attending:** Jeff Hannaford (JH), Brian Martin (BM), Fred Perrault (FP)  
**Also Attending:** Caryn DeCarteret, Administrator, Paul Provencher, Assistant Superintendent  
Ken Carlson, Woodard & Curran

**Others Attending:** AllenCurseaden  
Dennis Page  
Dave Trahan

**CALL TO ORDER**

The meeting was called to order by Jeff Hannaford at 6:05 PM.

**ITEM 1) TYNGSBORO CROSSING**

Dennis Page and Dave Trahan gave an overview of their proposed 40B development on Middlesex Road. They have filed with ZBA and the hearings have begun. They are negotiating an easement and a sewer stub on Merrimack Landing property. Looking for direction from the Commission with regard to the project for a final design.

***Discussion regarding:***

Expected Phase I West construction schedule.  
Betterments vs Connection Fees  
EDU's and highest and best use  
Discounts for affordable units  
Bridgeview pump station upgrades and additional pump station  
Town Meeting and vote timing in conjunction with project  
Postponing additional ZBA hearings until after Town Meeting

**ITEM 2) CITIZEN'S TIME**

NONE

**ITEM 3) ADMINISTRATOR'S REPORT** reviewed and read into record.

1. Budget FY 2015: *Will vote 4/10/14*
2. Energy Consortium: Spoke with Nina. *Administrator will follow up*
3. Minutes 1/9/14 & 3/13/14: *Motion by FP to approve the minutes as written. 2<sup>nd</sup> BM Motion passes 3-0-0*
4. Warrants March 2014
5. Chelmsford Escalation payment for FY 2015: *Estimated final payment: \$60,900.69. Administrator will draft a letter to Chelmsford to give them notice.*

#### **ITEM 4) ASSISTANT SUPERINTENDENT'S REPORT**

1. Performed inspections at pump stations.
2. Tested all generators and inspected emergency equipment.
3. Found inflow and infiltration survey. Reviewing to see where worst areas need to be repaired.

#### **ALARM CALLS**

None

#### **NOTES**

Received a grant application from Rosemary Blacquier to see if we qualify for an energy grant for the pumps at Mascuppic Trail.

Discussion regarding: I&I (Inflow and Infiltration).

Mascuppic Trail leak was not sewer. Analysis shows chlorine, which would indicate municipal water supply.

#### **ITEM 5) CORRESPONDENCE**

NONE

#### **ITEM 6) COMPLAINTS**

NONE

#### **ITEM 7) NEW BUSINESS**

FP requested to receive copies of employees vacation, personal and sick time reports on a monthly basis.

#### **ITEM 8) OLD BUSINESS**

*W&C Design contract reviewed. Discussion regarding Town Meeting.  
BM motion to approve the design contract with Woodard & Curran for Phase I West. 2<sup>nd</sup>: FP Motion Carries 3-0-0*

*BM motion to amend the motion to reflect the amount of \$430,000 for Phase I West. 2<sup>nd</sup>: FP Motion Carries 3-0-0*

#### **ITEM 9) ADJOURNMENT**

*Motion by FP to adjourn at 7:00pm. 2<sup>nd</sup>: BM Motion passes 3-0-0*